

English



2016-2017

المستوى الرابع

Unit 10

Literature Spot
Guided Writing
Functions
Free Writing
Editing

مجهزة خصيصا لتسهيل الحفظ وفهم القواعد بطريقة مباشرة وميسرة

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irregular verbs list

(قائمة الأفعال غير المنتظمة)

is/are/am	was, were	been	يكون	bend	bent	Bent	ينحني
begin	began	begun	يبدأ	become	became	Become	يصبح
blow	blew	blown	تهب	bite	bit	Bitten	يعض
bring	brought	brought	يحضّر	break	broke	Broken	يكسر
burn	burnt	burnt	يحرق	build	built	Built	يبني
buy	bought	bought	يشترى	choose	chose	Chosen	يختار
come	came	come	يأتي	cost	cost	Cost	يكلف
cut	cut	cut	يقطع	deal	dealt	Dealt	يتعامل
catch	caught	caught	يمسك	do	did	Done	يفعل
draw	drew	drawn	يرسم	dream	dreamt	Dreamt	يحلم
drink	drank	drunk	يشرب	drive	drove	Driven	يقود
eat	ate	eaten	يأكل	fall	fell	fallen	يقع
feed	fed	fed	يطعم	feel	felt	felt	يشعر
fly	flew	flown	يطير	find	found	found	يجد
forget	forgot	forgotten	ينسى	forgive	forgave	forgiven	يسامح
get	got	got	يحصل	go	went	gone	يذهب
give	gave	given	يعطي	grow	grew	grown	ينمو
have	had	had	يملك	hear	heard	heard	يسمع
hide	hid	hidden	يخفي	hit	hit	hit	يضرب
hold	held	held	يمسك	hurt	hurt	hurt	يؤذي
keep	kept	kept	يحفظ	know	knew	known	يعرف
lay	laid	laid	يضع	lead	led	led	يقود
learn	learnt	learnt	يتعلم	leave	left	left	يرحل
lend	lent	lent	يستلف	let	let	let	يدع
lie	lay	lain	يرقد	lose	lost	lost	يخسر
mean	meant	meant	يعني	meet	met	met	يقابل
make	made	made	يصنع	prove	proved	proved/proven	يبرهن
pay	paid	paid	يدفع	put	put	put	يضع
read	read	read	يقرأ	ride	rode	ridden	يركب
ring	rang	rung	يرن	rise	rose	risen	يشرق
run	ran	run	يجري	say	said	said	يقول
see	saw	seen	يرى	seek	sought	sought	يبحث
sell	sold	sold	يبيع	send	sent	sent	يرسل
sit	sat	sat	يجلس	sew	sewed	sewed	يخيط
shake	shook	shaken	يهز	shine	shone	shone	تشرق
show	showed	shown	يعرض	sing	sang	sung	يغني
shut	shut	shut	يغلق	sleep	slept	slept	ينام
smell	smelt	smelt	يشم	speak	spoke	spoken	يتحدث
spell	spelt	spelt	يتهجى	spend	spent	spent	ينفق
steal	stole	stolen	يسرق	stand	stood	stood	يقف
swim	swam	swum	يسبح	stick	stuck	stuck	يلصق
take	took	taken	يأخذ	throw	threw	thrown	يرمي
teach	taught	taught	يدرّس	think	thought	thought	يفكر
tell	told	told	يخبر	tear	tore	torn	يدمع
wake up	woke up	woken up	يوقظ	understand	understood	understood	يفهم
win	won	won	يفوز	wear	wore	worn	يلبس
weave	wove	woven	ينسج	write	wrote	written	يكتب

نمط الأسئلة الوزارية

According to the text/writer/article.....?

حسب النص \الكاتب \المقالة.....؟

الإجابة تكون في النص: حاول البحث عن كلمات في السؤال موجودة في الفقرة.

Quote (Write down) the sentence which indicates/shows/tells that...

اقتبس الجملة /اكتب الجملة التي تشير/تبين/تخبر بأن
في هذا السؤال البحث يكون عن جملة لها نفس المعنى داخل النص.
من النقطة إلى النقطة او من الفاصلة الى النقطة او احيانا بين فاصلتين.

What does the underlined word”.....” mean?

Or find the word that means

يطلب منك السؤال أن تجد معنى الكلمة التي تحتها خط في النص او العكس.

Mention / write down....

There are many Write them down or two of them.....

هنالك العديد من..... أذكرها او اذكر اثنتين من /عدّد

What does the underlined “word” ... refer to?

على ماذا يعود الضمير الذي تحته خط في الفقرة.

كلمات متكررة في اسئلة النص

Text نص	Pronoun ضمير	Suggest اقترح	Ways طرق
Paragraph فقرة	Refer يعود	Mention عدد	Mean يعني
Word كلمة	Sentence جملة	According حسب	Factors عوامل
Find ابحث/ جد	Underlined تحته خط	Following التالي	Examples امثلة
Quote اقتبس	Write Down اكتب	Describe يوصف	Show يظهر
Indicate/Tell يدل	Justify يبرر	Causes/ Results نتائج	Steps خطوات
Characteristics/Qualities/ Features (صفات) خصائص			
View/Opinion وجهة نظر			
Benefits/Advantages/Pluses/Good Things/Aims/Goals فوائد			
What? ما	How? كيف		
Why? لماذا	How Tall? كم طول		
Who/? من	How Far? كم تبعد		
When? متى	How Much? (Uncountable) كم الكمية		
Where? أين	How Many? (Countable) كم العدد		
Whose? لمن	How High? كم ارتفاع		
Which? أي	How Long? (غير عاقل) كم طول		
	How Long? (للفترة الزمنية) كم طول		
	How Often? كم مرة		
	How Old? كم العمر		

نصائح من قاعات التصحيح لتجنب الأخطاء واهدار العلامة!

1. سؤال الاقتباس : عليك ان تختار جملة قصيرة مراعي وضع علامة التوقف. دون اضافة اي كلمة لاحقة.
2. سؤال جد الكلمات: اخطاء الطلاب عادة ما تكون باضافة كلمة زيادة على المطلوب وبهذا = صفر!
3. التفكير الناقد : يطرح السؤال قضية لها علاقة بالنص لذلك يطلب جملتين لابداء الرأي- فكر في جملتين بالعربي وصغهما بالانجليزي مراعي ما شرحت لك مسبقا لكيفية البدء = علامة كاملة .
4. سؤال التعداد : كتابة 2 او 3 او 4 من المطلوب او جزء او الجملة التي تحتوي التعداد = علامة كاملة.

التفكير الناقد (5 points)! Critical Thinking:

A. المطلوب Think of this statement and, in two sentences, write down your point of view.

هذا السؤال ليس له إجابة محددة فعليك أن تعتمد على تحليل النص وربط الأفكار المهمة والحكم على صحة رأي أو اعتقاد عن طريق تحليل أو مناقشة الموضوع أو المعلومة من خلال النص والإجابة دائما تكون من القطعة.
قبل إجابة هذا السؤال نضع الجملة التالية:

I think because and

B. the writer states that Mention/suggest three for
الكاتب يعتقد بأن اذكر 3 لـ


1. _____
2. _____
3. _____

I think this statement is true الاعتقاد + and I suggest Ving Ving and Ving

قائمة لأهم الاسماء غير المعدودة

Advise	Peace	Equipment
Information	Poverty	Furniture
News	Weather	Snow
Money	Water	Rice
Salt	Rain	Tea
Coffee	Music	Food
Bread	Sugar	Luck
Butter	Milk	Meat
Pepper	Vocabulary	Knowledge
Ignorance	Cheese	Patience
Intelligence	Wealth	Happiness
Sadness	Violence	Transportation

TENSES OVERVIEW

Simple Present	Simple Past	Simple Future
I <u>study</u> English everyday	Two years ago, I <u>studied</u> English in England	I <u>am going to study</u> English next year. If you are having problems, I <u>will help</u> you study English.
Present Continuous	Past Continuous	Future Continuous
I <u>am studying</u> English now.	I <u>was studying</u> English when you called yesterday.	I <u>will be studying</u> English when you arrive tonight.
Present Perfect	Past Perfect	Future Perfect
I <u>have studied</u> English in several different countries	I <u>had studied</u> a little English before I moved to the U.S.	I <u>will have studied</u> every tense by the time I finish this course.
Present Perfect Continuous	Past Perfect Continuous	
I <u>have been studying</u> English for five years.	I <u>had been studying</u> English for five years before I moved to the U.S.	

Editing (4 points)

Imagine you are an editor in the Jordan Times. You are asked to edit the following lines that have four mistakes. **(One grammar mistake, one punctuation mistake and two spelling mistakes)**. Find out these four mistakes and correct them. Write the correct answer down in your ANSWER BOOKLET.

I am doing an online posgraduate course in education. It is think that distance learning means that you don't socialise with other students? As you do when you are doing a face-to-face course. It's not true! Our class consists of 30 students from all over the world. We study at home and send our assignments to our totors by email and there are a lot of different class discussions on the Internet.

- ✗ It is think that
- ✗?
- ✗Posgraduate totors
- ✓a. Grammar mistake: it is **thought** that
- ✓b. punctuation: other students .
- ✓c. spelling: **postgraduate, tutors**

Edit:

In 2013 CE, Royal Jordanian Airlines celebrated it's fiftieth year at the Queen Alia International Airport in Amman, we talk to Mr Khatib, a former pilot who tell us about the important moments in the airline's history. Mr Khatib, could you tell us about when the airline began.

Model Answer:

In 2013 CE, Royal Jordanian Airlines celebrated **its** fiftieth year at the Queen Alia International Airport in Amman. **We** talk to Mr Khatib, a former pilot who **tells** us about the important moments in the airline's history. Mr Khatib, could you tell us about when the airline began?

The German-Jordanian University (GjU) is a public universety near Madaba, It opened in 2005 CE. The university enrolls much than 5,000 students, who come from Jordan and many other countryies. About 14 per cent of all students are non-Jordanian.

My name is Asma. I'm doing an online postgraduate course in edocation. i chose this online course for several reasons. Firstly, I don't live near a university, so I can't atend classes, and secondly, I'm working as a teacher at the moment, so I need to fit my studies in around my work. So working online have the advantages of overcoming these problems. It does take quite a long time to study for the final exam – you have to have a lot of self-discipline to study on your own, in your own time. I'm really enjoying my course, and I'm going to go on to do a PhD next. I love the fact that you can continue studying even once you've completed school or university. There's never any need to stop?



Remember:**Capital letter mistakes:**

1. At the beginning of the sentence and paragraph.
2. Titles: Mr. Mrs. Ms Dr Sir King Minister Prof Madam...
3. The names of organizations, companies, and their initials:
4. Abbreviations and acronyms:
H.K.J UK USA NATO UNRWA KHCC GDP
5. Days of the week and months:
'Sunday, Wednesday / April, June....'
6. Countries, cities, nationalities, languages, Religions:
Japan/ Dubai /Jordanians / English, Arabic ..Italian
Religions: ' Islam, Christianity, Judaism ...'
7. Directions only in geographical and Place names:
East Africa South pole The Pacific /The Dead Sea/ Asia/ Irbid
8. Proper nouns: Salma. lubna Omar Farida Wesam. Joe
9. The pronoun: "I"
10. After (. ? !):
Marvelous! The statue's colors are wonderful How? Is this
11. At the beginning of a quotation: "*He is the best.....*"
12. Paper titles: **Quran** Bible Newspaper

the first ever royal jordanian flight flew from amman to beirut in lebanon in 1963 ce. in those days, the airline was called alia, after the king's daughter. Later that year, there were flights to cairo and kuwait City.

Guided Writing

Punctuations:

. ; : ? ' " " () [] , ! - /

Linking words:

Example	Adding ...	contrasting	Summarising
For example for instance such as like	moreover as well as then furthermore and In addition to, .Also, , too.	but on one hand, On the other hand although Nevertheless However	Finally to sum up in conclusion to conclude

Read the information below, and write two sentences about the **benefits of studying abroad.**

- build valuable job skills.
- be self- confident
- make friends.
- understand own and other cultures.

Suggested answer:

There are many benefits of studying abroad **such as** building valuable job skills **and being** self-confident. **In addition to,** making friends **as well as** understanding own and other cultures.

نماذج مقترحة للكتابة الموجهة (المقيدة)

للفعل الواقع في بداية الجملة نضيف **-ing**

إذا جاء العنوان اسماً مفرداً وبدأ بإحدى المقدمات التالية:

(The main) purpose/ goal/ aim/ target...

..... **is to**, **and to**

إذا جاء العنوان جمعاً وبدأ بإحدى المقدمات التالية:

(The main) purposes/ goals/ aims/ targets...

..... **are to**, **and to**إذا بدأ العنوان بالكلمات الجمع وأحياناً الكلمات تسبق بـ **some****There are many** **such as** **and** **Also,**إذا كان العنوان سؤالاً وبدأ بـ **What + modal + happen to**مع حذف علامة السؤال وحذف **What** **happen to** أو ما شابهها مما سبق ونقل
المودل أيضاً وضعة في نهاية العنوان..... **should**, **and**استخدم النموذج التالي إذا كان العنوان سؤالاً (بدا بأداة سؤال متبوعة بفعل مساعد)
مع حذف علامة السؤال وأداة السؤال والفعل المساعد الذي يلي أداة السؤال**Wh - (do, does, did, am, is, are, was, were, has, have, have)**?..... **to**, **and to**إذا بدأ العنوان بصفة مثل **Adventurous ... / Successful ... / Hardworking**..... **have some qualities such as** **and** **Also,**نحذف **How ..**إذا بدأ العنوان بسؤال **How to**.....**There are many ways..... such as** **and** **Also,**

Read the information below, and then in your Answer Booklet, write two sentences using the given notes about Qasr Bashir. Use the appropriate linking words.

Location: Jordanian desert.

Date of construction: beginning of the 4th century

Purpose of building: protection of the Roman borders.

Description of building: huge towers, 23 rooms.

Read the information below, and then in your Answer Booklet, write two sentences using the given notes about adventurous people. Use the appropriate linking words.

- like to do challenging experiences .
- have strong determination to achieve their goals .
- survive in difficult situations .

Read the information below, and then in your Answer Booklet, write two sentences using the given notes about how to communicate effectively. Use the appropriate linking words.

- listen carefully to others .
- build on others' ideas .
- pay attention to non-verbal cues .
- think before responding .

Suggested Answers:

Adventurous people have some special qualities such as they like to do challenging experiences and they have strong determination to achieve their goals. In addition, they can survive in difficult situations.

To be able to communicate effectively you should follow some advice such as you should listen carefully to others and build on others' ideas. In addition, you should pay attention to non-verbal cues, for example facial expressions as well as you should think before responding to others.

Short biography:

- Musa al-Khwarizmi
 - Born in Khawarizm in 780 BE
 - Write the earliest Islamic works on arithmetic and algebra
 - Introduce the Greek mathematical knowledge to the Arabs.
-
-
-

How to train brains?

- Do puzzles or quizzes.
 - Read more books.
 - Study subjects on Internet.
-
-
-

Suggested Answer:

People can train their brains by different ways such as doing puzzles or quizzes, reading more books as well as studying a subject on the Internet.



CV...

Name and age	Mr. Adam / 1987 / Irbid – Jordan
Appearance	Tall / green eyes / Well-built
Family background / education	father / doctor. mother / nurse
Occupation	Engineer since 1999
Hobbies and interests	playing football / swimming

Suggested answer:

Mr. Adam, a Jordanian engineer, was born in Irbid in 1987. Mr. Adam is tall with green eyes and well-built body. His father is a doctor and his mother is a nurse. He has been an engineer since 1999. He likes football and swimming

How to send the same email to several people?

Type your email.

Select the email addresses you want to send an email to.

Press send to many.

Suggested answer:

There are many ways to send the same email to several people; First, typing your email. Then selecting the email addresses you want to send an email to. Finally, pressing send to many.

How to pass the exams?

Study carefully in details.

Answer many questions from the activity book.

Ask my teachers the difficult questions.

Be quiet and calm during the exams.

Tips on how to do well in school.

Do all of your assigned homework.
Sleep and wake up early.
Study carefully in details.

How to Be a Good Brother or Sister

Play a game with them.
Never hit them.
Help them with their homework.
Spend some quality time with them.
Take them to the park or the petting zoo.

How to live a healthy life.

- do regular exercise
 - have a healthy diet
 - get enough sleep
 - exercise our brains
-
-
-

Purposes of building dams...

Save water.
Irrigate plants.
Generate electricity.

Suggested Answers:

- 1. There are many** purposes of building dams for example; **saving** water, irrigating plants **and** generating electricity.
- 2. There are several** purposes of building dams **such as** saving water **and** irrigating plants. **Another thing is** generating electricity.

Name: Ali Bin Nafi'

Date: (born- died) Iraq, 789 CE - Spain, 857 CE.

Occupation: gifted pupil of a famous musician from Baghdad.

Achievements: established the first music school in the world.
the person who introduced the oud to Europe.

Name: Jabir ibn Hayyan

Date of Birth: 722 CE.

Date of Death: 815 CE.

Occupation: Famous chemist.

Achievements: The founder of chemistry and built a set of scales.

Suggested Answers:

Ali ibn Nafi' was born in Iraq in 789 CE and died in Spain in 857 CE. He was a **gifted pupil** of a famous musician from Baghdad. Also, he established the **first music school** in the world and was the person who introduced the oud to Europe.

Jabir Ibn Hayyan was born in 722 CE and died in 815 CE. He was a famous chemist. Also, he was the founder of chemistry and built a set of scales.

Name: Mahmoud Darwish.

Date (born and died): 1942 - 2008

Professions: poet and author.

Achievements: - Leaves and Olives and Wigless Birds

Mobile	good qualities	bad qualities
	small, light	noisy, dangerous



Free writing (7 points)

الكتابة ممتعة ومثيرة.
كتابة الموضوع في **تقريباً** 120 كلمة .
تقدير ماذا يطلب منك السؤال.. عن ماذا يتحدث الموضوع ؟

- Sample competition entry
- Review
- curriculum vitae
- covering **letter**
- persuasive letter
- blog** post
- Report ...

قسّم الموضوع إلى هذه العناصر:



- أبدأ الموضوع بجمله رئيسية تحتوي مجملها على فكرة الموضوع ككل.
- تجنب استخدام الجمل المعقدة والألفاظ المركبة التي توقعك في أخطاء أنت في غنى عنها
- استخدم الجمل ذات المعاني السهلة والبسيطة.
- اجتهد ثم اجتهد في تحسين خطك لان هذا يعطي انطبعا جيدا للمصحح ويسهل عليه فهم ما تريد تعبيره .
- استخدم أدوات الربط مع علامات الترقيم المناسبة لتنسيق الموضوع كما تعلمت في الكتابة الموجهة.
- مساعدة** ؟ استنبط مقدمة وخاتمة مناسبتين تفضلها في كتابتك من خلال المواضيع الموجودة في الدوسيه.

.....
 **This subject is one of the most important issues in our daily life. In this I intend to write about**

There are ofsuch as..... as well as

However, there are someofsuch as..... and.....

Finally, I hope that I have given enough and useful information about Suggesting good ideas and views that help to deal with it.

.....
I think that this subject is a very important one to talk about in details because it has strong relation and effect with our life.

There are many examples of
such as.....and..... Also.....

Finally, I'd like to say that I hope I have given useful information that expresses my ideas and views in this subject.

.....
 The article discusses, which is an important example to discuss about its main points and I think there are different argues that all the people take care of them nowadays.

First of all, it has a lot of both positive and negative attentions.

I am going on to say that, whilst it, some people argue that we, rather than

Whatever the opinion, it is clear that the

Writing a Formal Letter

P.O. Box.....
Amman, Jordan
14th January 2017

P.O. Box 1582

اسم المكان الذي سترسل إليه الرسالة
اسم المدينة , ثم البلد.....

Dear Sir / Madam,

Introduction

.....
.....

الموضوع الرئيسي المطلوب منك

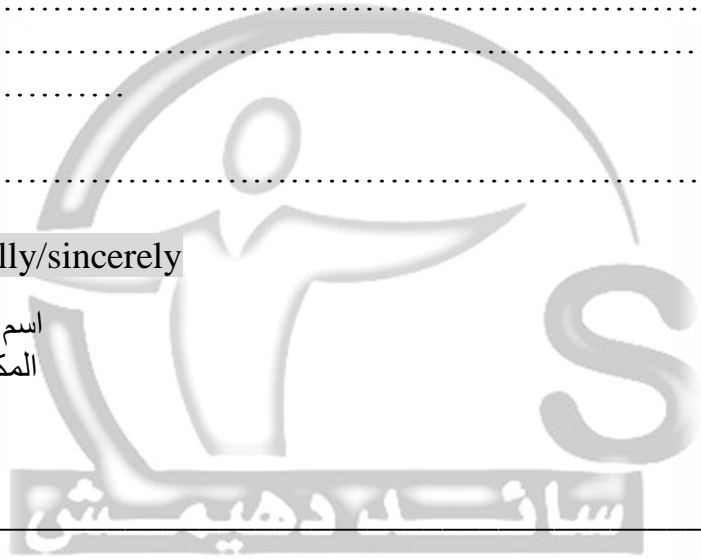
.....
.....
.....

Conclusion

.....

Yours Faithfully/sincerely

اسم المرسل:
المكتوب في الامتحان



.....
.....
.....
.....
.....
.....
.....
.....
.....

How to write a Personal / Informal Letter?

P.O. Box.....
Amman, Jordan
14th January 2017

..... Title

اسم صديقك

Dear,

How are you? Really fine, I hope? How is your family? I hope that all of you are very well. I'm sorry that I haven't written to you for ages, and that's **because** I had final exams.

Anyway, I'm writing to **tell / ask** you about موضوع الرسالة

Well, I have to finish now **as** I've got to do my homework. Please write back **and** let me know more about your latest news. Hope to hear from you soon.

Lots of love.

Yours sincerely,

..... الاسم: المكتوب في الامتحان

ساند دهيماش

A wedding party.

Last year I was invited to my friend's wedding party. The wedding started on Wednesday and ended on Saturday. Through these days the flag was raised and the house of the groom's family was decorated with small flags, balloons and so on.

People, friends and the groom's relatives came in the evening to the groom's house to spend their time and participate the groom in his pleasure. The young sang danced and shot fires in the air. On Thursday, the groom's family, relatives, and friends went by cars and busses to fetch the bride. There was a special car which was decorated for the bride. The bride was dressed a white traditional dress and wearing her valuable jewels. She was given the groom's family by her father.

On the next day, Saturday, the groom's family made a big meal for the relatives and the groom's fiends. Mansaf was offered at the wedding. After having the meal, the relatives and the groom's friends gave some money to the groom because it is a traditional thing. Next day, the newly- weds left for their honeymoon to Mekkah.

Advantages and disadvantages of the internet.

Using the internet offers you many advantages. All of the latest information is available to you, in your home, at any hour of the day or night. It is much faster and easier to surf the net in search of information from all over the world than to travel to libraries in dozens of countries. On-line shopping makes it possible to search through catalogues to find exactly what you want at the best price, saving both time and money. E-mail is also popular because it is faster than sending a letter and cheaper than a telephone conversation. However, the internet has several disadvantages. With so much information available, finding what you want can take hours. Multimedia web pages with photographs, music and video are attractive and they make downloading slow and boring. There is also too much advertising instead of real information. To sum up, the internet obviously has good and bad points. Fortunately, the system is improving all the time, and any problems which still exist can be solved.

Body language.

Body language is a good way to help people communicate because we communicate not only with words, but with body language too such as facial expressions, gestures and movements. The movements all are like words which help people to understand each other. If they have same language or different, and sometimes they do not need the speech to understand each other. Body language offers some definite advantages: First, to communicate with deaf and dumb people. Another advantage is to get benefits from other cultures even though they have different language, also to know about people feelings without asking them. On the other hand, body language has different meanings from culture to culture, so maybe a misunderstanding or miscommunication may happen between people. For example, in some cultures looking at someone in the eye is disrespectful, but in other cultures it is a way of showing you are being honest and truthful.

Electricity is the greatest invention.

Do you agree that electricity is the greatest invention? When I start to think, what the greatest invention of 20th century is, my first thought is the Internet or computers but then I think that those things cannot work without electricity, so I realized that electricity is the greatest invention in this century. There are many electrical things which are very important for people and they cannot live without them such as electric lights. In addition, in the past people could not do their work at night, but nowadays people can complete their work all through the night. In the summer people use ACs or fans, so they can bear the hot weather can. Also, in the winter, people use heaters to keep warm. Another benefit is that in the past people got information from books only, but now we can get a lot of information and entertainments from TV, books, computers and the Internet and so on. Also we have much work to do at home, for instance, washing clothes need a long time to be done so we use washing machine to wash them quickly. We use fridges to keep food fresh and then we can use another time. Nobody can live a good life without electricity



The Importance of Sport.

Sport is an important part of today's society and plays a large role in many people's lives. Now more than ever, sport events dominate headlines and athletes have become national heroes. The question is, does sport merit this kind of interest and attention?

From a social standpoint, sport plays a positive role in uniting people from different social backgrounds in support of their favorite team. This can aid people's understanding and tolerance of each other. However, just as sport unites people so it can divide them, as is often demonstrated by crowd violence at football matches. As far as education is concerned, sport is an important part of every child's schooling, as it plays a big role in both their physical and mental development. It teaches children how to work as a part of a team and cooperate with others, while at the same time improving physical condition. The only drawback to this is that children who are less able to perform well in sport are likely to feel inadequate in comparison to their more gifted classmates, which may affect their self-confidence. From an economic point of view, sport can be very profitable, as it attracts a lot of sponsorship and advertising. On the one hand this creates revenue for the sporting industry which allows for improvement and expansion. On the other hand large sums of money are often paid to event organizers to promote products such as cigarettes, which are harmful to one's health. In my opinion, sport should be used as much as possible to encourage people to lead a more healthy and peaceful life instead of being used to promote unhealthy products.

A person who studies and works.

Amer is a student in Irbid secondary school. He is sixteen years old. He has a part-time job in a supermarket. He is a cashier. He works for eight hours a day after he finishes school. He earns money, which he needs to help his family.

The problem he faces is that he gets tired every day after he finishes his work. He doesn't have enough time to do his homework. He gets lower marks in his exams. He finds it difficult to combine between job and school. He usually studies at work. He missed his friends and the school activities. Amer wants to work as a doctor in the future. He works because he needs the money at the moment. Most of his money goes to his family but he uses some to buy clothes and CDs. I think that he is success. It is work gives hem self-respect.

من السنوات السابقة

- Millions of people own mobile phones these days. Write a **report** mentioning the advantages and the disadvantages of mobile phones and advise people how to use their mobiles efficiently.
- Home accidents happen everywhere and every time. Write a **report** for your school magazine mentioning the causes of such accidents and the necessary precautions that should be taken to avoid them.

تفكير ناقد (مختارات)!

Do you agree or disagree with the following statement? **Businesses should do anything they can to make a profit.** Use specific reasons and examples to support your position.

Some students prefer to study alone. Others prefer to study with a group of students. **Which do you prefer?** Use specific reasons and examples to support your answer.

Decisions can be made quickly, or they can be made after careful thought. Do you agree or disagree with the following statement? The decisions that people make quickly are always wrong. Use reasons and specific examples to support your opinion.

Some people believe that a college or university education should be available to all students. Others believe that higher education should be available **only to good students.** Discuss these views. Which view do you agree with? Explain why.

Derivations

1. Kareem is a journalist; he has worked previously for many scientific Journals. (**qualification**)
2. Doing lots of exercise won't keep you healthy if you don't eat..... food as well. (**nutrients**)
3. Services, mostly travel and tourism the majority of our economy. (**dominant**)
4. Khaled is a very and adaptable worker, I believe that he can be successful in any position. (**competence**)

Endings (suffixes)			
Noun	Adjective	Verb	Adverb
--tion: dictation	--ful: beautiful	--ise /ize: organise	--ly: successfully
--sion: revision	--less: careless	--ate: locate	
--ment: improvement	--y: stormy	--en: widen	
--ance: attendance	--ly: friendly	--ify: classify	
--ence: occurrence	--ive: comprehensive	--ed: stopped (V.2)	
--cy: fluency	--ing: interesting		
--ity: electricity	--ed: interested		
--ism: tourism	--al: annual		
--dom: wisdom	--ous: serious		
--ship: friendship	--ic: economic		
--ure: pressure	--ant: important		
--ness: easiness	--ent: efficient		
--ing: writing	--ish: childish		
--al: arrival	--like: childlike		
--th: strength	--ory: obligatory		
--age: shortage	--able: printable		
Nouns for People	--ible: flexible		
--ist: scientist	--ary: primary		
--er: teacher	--ate: fortunate		
--or: visitor			
--ian: musician			
--ee: employee			
--ant: assistant			
--ent: student			
--ate: candidate			

NOUN

- **After adjectives:**
Rule: adj. + N.
- **Either a subject or an object of a sentence:**
Rule: S. + V. + O.
S. + V. + O.
- **After all determiners:**
a, an , the ,one, two ... , first,...4th , 9th ,77th , much many, more, most, any, some, all , no, few, little , a lot, of, either, neither, several, another, other, every, each
Rule: the + N. + of...
- **After prepositions:**
on, of, with, in, at, to, for, from, under, beside, inside, outside, near, behind, before, into, onto, after, over, with, without, against, than, during, by...
Rule: prep. + N.
- **After possessive adjectives:**
my, your, our, their, his, her, its/ s' , 's
Rule: his, s'... + N.
- **After:**
called, defined as, like + N.
- **After demonstrative:**
this, that, these, those + N.
- **A compound noun:**
N. + N.

Adjective

- Before nouns:
Rule: adj. + N.
- After some verbs:
get / become / feel / smell / taste / appear / sound/grow / look / seem
find+ O./was, were found.....
Rule: get/feel.... + adj.
- **Be** as Main Verb:
is/are/ am/ was/ were/ be
Rule: is/were.... + (Ly) + adj.
- After: so, too, very, quite, fairly, further, more
Rule: so/more.... + adj.
- After Adverbs:
more than/ as .. as /the most, the least
Rule: the least.... + adj.

Adverb

- At the beginning of the sentences followed by a comma:
Rule adv...... +,,
- Between two verbs:
Rule: V1 (**Helping** verb) + ...adv....+ V2 (**Main** verb)
- In the end of the sentence and directly after a verb.
Rule: S. + V. + O. + adv.
- Between the subject and the verb.
Rule: S. + adv. + V. + O.

Verb

ملحوظة: الفعل في أغلب الأحيان ما يكون على شكل **Base** فعل أساسي مجرد.

- After **to** : المصدرية بمعنى لكي أو أن
Rule: (to) / (not to) + **Base**.
- After Modals:
can, could, may, might, must, should, would...
Rule: must/will.... + **Base**.
- After verbs 'To do'
Rule: do, does, don't, doesn't, didn't + **Base**.
- After some verbs
Let, make, help, would rather, had better
Rule: let, make, help + O. + **Base**.
- After relative pronouns
Rule who, which, that ...+ **V**.
- At the beginning of a sentence as (**Imperative**):
Rule: **Base**, +.....
Don't + **Base**, ...

Remember:

عند استخدام أدوات العطف مثل: (and , or , as well as), فإننا نعطف كلمتين من نفس النوع.
- The boys install and their programs quickly. (invent)

Adverbs without **ly**:

hard, fast, late, high, near, low

Teacher's Book Test

On the day of the exam, you need plenty of time to do everything. Have breakfast but don't drink too much; arrive on time, but not too early, or you may find yourself getting more and more **(nerve)** _____ while you wait to start. In the exam, you can keep calm by breathing **(deep)** _____ and thinking positively. Read the exam questions **(care)** _____ and underline all of the key **(instruct)** _____ that tell you how the questions should be **(answer)** _____.

If possible, start with the ones that you can do easily to give you **(confident)** _____.

Remember what you've learnt from practising questions and doing practice exams **(previous)** _____, and plan your use of time.

Don't panic if everyone around you seems to start writing immediately and don't follow their example until you are ready. Finally, after the exam, don't join in on a **(discuss)** _____ about what everyone else did, unless you want to **(fright)** _____ yourself for the next exam. Most importantly, remember that exams are **(design)** _____ to find out what you know, what you understand and what you can do.

Answers:

1 nervous 2 deeply 3 carefully 4 instructions 5 answered
6 confidence 7 previously 8 discussion 9 frighten 10 designed

1. In each group, you can find people who control their colleagues and influence them. **(Dominate)**

2. is the best policy to what you want to keep in your memory. **(Repeat) / (memorable)**

3. A: Do you mind me how I can use references? **(Teach)**
B: OK! I will help you as soon as possible.

Answers: 1. dominant 2. Repetition / memorise 3. teaching